

FLOYD TOWN COUNCIL MEETING
W. SKIP BISHOP JR., TOWN HALL
August 19, 2021
5:30 P.M.
MINUTES

MEETING CALL TO ORDER – Mayor Griffin called the August 19, 2021, meeting of the Floyd Town Council to order.

ROLL CALL – Vice Mayor Patton, Councilman Turner, Councilman Whitaker, Councilman Bond, Mayor Griffin, Town Attorney Murrell, Town Manager Cox and Town Clerk Holfield were present.

MOMENT OF SILENT PRAYER-

Mayor Griffin called for a moment of silent prayer.

PLEDGE OF ALLEGIANCE-

Councilman Whitaker led those present in the Pledge of Allegiance.

CITIZENS COMMENTS-

None

Town Manager Cox introduced new tourism director, Kathleen Legg. Town Manager Cox stated that Ms. Legg brings a lot of grant and non-profit experience with her from her previous job with the ASPCA.

ITEMS FOR DISCUSSION-

A. Town Hall Renovations-Thompson and Litton—Mr. Barry Collier

Mr. Barry Collier shared a presentation with council members that included revisions to option 4 that was presented in April, revised cost estimates, next steps that include program verification, design and construction documents, bid assistance and construction contract administration and COVID impacts. An illustration of the scheduled timeline for the project was also shared.

While reviewing the revisions to option 4, Mr. Collier shared that the two restrooms are necessary in the council room renovation due to occupancy of the building and ADA requirements. He went on to share the following information:

- The front exterior council room steps as well as the interior steps to the basement would be removed.
- The exterior steps to the basement will be reworked to repair the existing drainage issues.
- The back door to the town office would be removed and changed to a window.

- The walkway/ADA ramp from the parking lot would connect to the lobby area for entry to the council room and town office.

Mr. Collier shared that there has been increase in construction cost of up to 30% due to COVID and there is also a shortage of some materials. The total project cost increase from April to August is estimated to be around 25%, \$364,000 to \$448,000.

Mayor Griffin thanked Mr. Collier for all his work and stated that he is very pleased with the revisions to option 4. Councilman Turner asked if the added restrooms would be located with in the existing council room or if they would be added to the exterior. Mr. Collier noted that the change/addition of the restrooms would be within the existing council room. Councilman Bond ask for clarification pertaining to the occupancy of the council room and need for two restrooms. Mr. Collier stated that council room would be considered an assembly under the Virginia Building Code and the occupancy of 61 people is calculated by the square footage of the structure. Virginia Building Code requires assembly structures with an occupancy of more than 15 people have two restrooms.

Council members questioned the interior finishes that would be used during the renovations. Mr. Collier stated that it would be best to change out the interior paneling. Trying to preserve the paneling could lead to the interior looking tacked together and it may end up costing more money to try and save it. Council members continued by discussing the front entry way into the town office. Is there a need to leave the existing door or should be converted over to a window? It was consensus of members that these cosmetic changes can be discussed during the next phase of the planning.

On a motion by Councilman Bond, seconded by Councilman Whitaker, and passed, it was resolved to proceed with Thompson and Litton to create design and construction documents.

Vice Mayor Patton-aye
Councilman Turner-aye
Councilman Whitaker-aye
Councilman Bond-aye
Mayor Griffin-aye

Before roll call was taken on the motion Vice Mayor Patton stated that council has waited a long time to get to this point. Now that council has received a price for the contraction and can see that it has skyrocketed, for some it may seem outside of council's ability to proceed with the project. He continued by stating that is kills him to have to vote in favor of a motion for a price tag this large. However, the price it seems will just continue to go up. It is apparent the right firm was chosen for the job and has presented us with many options. He noted that council may receive quite a bit of

objection, but the project has to happen, and council is not getting the Taj Mahal. We are going with a design that will serve us well into the future.

B. Financials

Council members looked over the July financials that were provided before the meeting. Mayor Griffin questioned the amount of funds listed as restricted in the financial documents. Town Manager Cox stated that the restricted fund consists of the ARPA funds and the two certificates of deposit that were cashed out and not reinvested several months ago. Mayor Griffin suggested moving the \$250,000 listed in the budget under cash reserves into restricted funds since the intent is to use it for the town hall renovations.

Town Manager Cox stated the Dodge has been in the shop for a couple of weeks now. Mayor Griffin asked what the truck is used for. Town Manager Cox stated that the guys use the truck for multiple projects through the week, brush, flags, gravel for potholes and to have an extra vehicle when there are multiple project going on during the day. The dump bed has more than paid for itself by eliminating hauling cost. We may have look at replacement cost for the truck in upcoming budgets since the truck is a 1999 model.

Councilman Whitaker stated that the new waste cans have come in. Town Manager Cox said yes, that is correct they should be installed soon.

TOWN MANAGER'S REPORT-

Town Manager Cox stated that she is continuing to watch for the new guidance on the ARPA funding. The Department of the Treasury will be issuing final guidelines in the next few weeks. A majority of the questions the Treasury has received pertain to the use of funding for revenue replacement.

Town Manager Cox reminded council member of the groundbreaking event for the Habit for Humanity scheduled for Thursday, August 26th at 9:45am at the Floyd Presbyterian Church.

Town Manager Cox stated that she is working the Floyd Women's Club and the Floyd County School Board on the Memorandum of Understanding so the Women's Club can use the school buses for the Arts and Craft's Festival in October. Town Manager Cox reminded council members that use of buses can only be through a local government agency and council signed a MOU for the use of the buses in 2019 for the Arts and Crafts Festival.

Town Manager Cox discussed Virginia Risk Sharing Association (VRSA) \$500.00 safety grant with council members. She asked that the grant be used to add two panic buttons in the Town office and one in Town hall. The cost for the buttons including installation would be around \$700 and the company will charge a \$13.00 monthly monitoring fee.

On a motion by Councilman Whitaker, seconded by Councilman Turner, and passed, it was resolved to assume the cost for installation and monitoring of the panic buttons.

Vice Mayor Patton-aye
Councilman Turner-aye
Councilman Whitaker-aye
Councilman Bond-aye
Mayor Griffin-aye

OTHER BUSINESS-

Councilman Whitaker stated the cones that have been placed in the no parking zone at the intersection of Old Hensley Rd and North Locust Street are working. Town Manager Cox stated that she and Mayor Griffin have met with Sheriff Craig regarding the parking problems in Town. The cones in the no parking zone are a temporary fix in that area. She continued by stating that she has asked representatives from the Regional Commission to update the information and pricing for improvement in the Old Hensley document presented to council in 2019.

Councilmember Turner suggested that speed sign or led flashing "Slow Down" signs be installed along North Locust Street above Milestones Childcare as you enter town. Town Manager Cox stated that she has reached out to VDOT representatives and asked that they attend an upcoming Town Council meeting, however she has not received a response.

Vice Mayor Patton stated that the black Town of Floyd benches installed along the Heritage Trail are a nice additional and asked who maintains them. Town Manager Cox stated that the Town purchased the benches a couple of years ago. He asked about installing one under the arbor area at the Town parking lot. Town Manager Cox stated that we do not have any extra benches in storage, and it would need to be purchased. No action was taken on the matter.

Vice Mayor Patton asked about the black pole with the security camera along the Heritage Trail at Rick Lewis Way. What is the need for the pole, and can it be removed? Town Manager Cox stated that the pole and camera was installed years ago and does not work however it could be seen as a deterrent for anyone wanting to cause trouble. Council members did not act on the matter and requested time to take a look at the pole before making any decision.

Vice Mayor Patton state that a major issue town council needs to keep on the table is the deteriorating wall at School House Fabrics. Vice Mayor Patton gave a brief overview of the history on the wall. During the overview it was noted that the wall has been a topic of many discussions at town council meetings however it is still unclear of the ownership of the wall and who is responsible for the maintenance. Vice Mayor Patton stated that School House Fabrics is part of the charm of Floyd and the matter of the wall need to be address before it crumbles into Route 8. Council member questioned the cosmetic and structural integrity of wall. It was noted that grant funding from the state or federal level could be used for repairs, it would just be a matter of finding the right funding source.

CLOSED SESSION-

None

ADJOURNMENT-

Councilman Whitaker makes a motion, seconded by Councilman Bond, and unanimously carried, to adjourn until September 2, 2021, at 5:30 pm at the Floyd Town Hall.

William R. Griffin, Mayor

Katie Holfield, Town Clerk